



**REGULAR COUNCIL MEETING MINUTES**

Wednesday, December 20, 2023 at 6:30 p.m.

Held in Council Chambers at #6-3<sup>rd</sup> Avenue W, Empress, AB

PRESENT: Council: Mayor Arlen Johnston  
 Deputy Mayor Dawna Martin  
 Councillor Kelly Burgess

Administration: Angela Duncan, Chief Administrative Officer  
 Carrie Loose, Assistant Chief Administrative Officer  
 Shelley Vaughan, Chief Financial Officer (until 7:00 p.m.)  
 Heather Luhtala, Grant Coordinator (until 7:15 p.m.)  
 Wendy Wildman, Administration

Absent: n/a

Delegations: n/a

Public at Large: 5

	MOTION #	
1.	<b>CALL TO ORDER</b>	Mayor Johnston called the meeting to order at 6:30 p.m.
2.	<b>AGENDA</b> C-225-12-20-2023	<b>MOVED</b> by Deputy Mayor Martin that the December 20, 2023 Agenda be approved as presented. <b>CARRIED</b>
3.	<b>MINUTES</b> C-226-12-20-2023  C-227-12-20-2023	<b>MOVED</b> by Councillor Burgess that the November 15, 2023 Regular Council Meeting Minutes be approved as presented. <b>CARRIED</b>  <b>MOVED</b> by Mayor Johnston that the November 29, 2023 Special Council Meeting Minutes be approved as presented. <b>CARRIED</b>
4.	<b>DELEGATIONS</b>	n/a
5.	<b>REPORTS</b> C-228-12-20-2023	<b>MOVED</b> by Mayor Johnston that the committee and Council reports, as verbally presented, be accepted, for information. <b>CARRIED</b>



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	<p>C-229-12-20-2023</p> <p>C-230-12-20-2023</p> <p>C-231-12-20-2023</p>	<p><b>MOVED</b> by Deputy Mayor Martin that the public works report, as presented in writing, be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Councillor Burgess that the financial report, as presented in writing and verbally by Chief Financial Officer, Shelley Vaughan, be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOVED</b> by Mayor Johnston that the CAO report, as presented, in writing and verbally, by Chief Administrative Officer Angela Duncan and Grant Coordinator Heather Luhtala, be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>6.</b></p>	<p><b>INFORMATION AND CORRESPONDANCE</b></p> <p>C-232-12-20-2023</p>	<p><b>MOVED</b> by Deputy Mayor Martin that the following information and correspondence items be accepted for information:</p> <ul style="list-style-type: none"> <li>a) Christmas message from Palliser Regional Municipal Services</li> <li>b) November 15, 2023 email and poster regarding the January 24, 2024 Mental Health and Wellness Symposium being held in Vermilion.</li> <li>c) November 17, 2023 letter from Utility Safety Partners regarding the Final Draft of the New Draft Prevention Legislation for Alberta.</li> <li>d) November 23, 2023 letter from Cpl. Robert Morozoff, Oyen RCMP Detachment Commander, regarding the quarterly policing report and crime statistics.</li> <li>e) November 15, 2023 letter from ATCO regarding the 2023 Franchise Fee.</li> <li>f) November 22, 2023 letter from Alberta Municipalities to the Honourable Ric McIver, Minister of Municipal Affairs, regarding potential changes to the Local Authorities Election Act.</li> <li>g) November 24, 2023 letter from Alberta Municipalities to the Honourable Ric McIver, Minister of Municipal Affairs, regarding potential changes to the Municipal Government Act.</li> <li>h) December 9, 2023 email from John Swist, Alberta Emergency Management Authority, regarding the Emergency Management Preparedness Program.</li> <li>i) November 18, 2023 Marigold Library System Board Meeting Highlights.</li> </ul>



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		<p>j) December 11, 2023 email from the Alberta Recycling Management Authority (ARMA) regarding the upcoming Extended Producer Responsibility Program (EPR).</p> <p>k) October 23, 2023 letter from the Special Areas Board regarding the 2023 Industrial Tax Transfer.</p> <p>l) Christmas message from the Wainwright and District Family and Community Support Services.</p> <p>m) December 13, 2023 email from Palliser Regional Municipal Services regarding safety codes permitting changes.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>7.</b>	<b>OLD BUSINESS</b> C-233-12-20-2023	<p><b>MOVED</b> by Mayor Johnston that it is acknowledged that bylaw Dog Bylaw 2023-02 was not duly passed and that Dog Bylaw 2018-05 remains in effect and further that administration is directed to draft a new dog bylaw for Council consideration.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>8.</b>	<b>NEW BUSINESS</b> C-234-12-20-2023	<p><b>MOVED</b> by Deputy Mayor Martin that an Interim 2024 Operating and Capital Budget be passed at ½ the 2023 Approved Operating Budget, and that this Interim 2024 Operating Budget cease to have any force and effect once the 2024 Operating and Capital Budget is approved.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	C-235-12-20-2023	<p><b>MOVED</b> by Mayor Johnston that the correspondence from the Marigold Library System regarding Freedom to Read Week be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	C-236-12-20-2023	<p><b>MOVED</b> by Councillor Burgess That the Town of Oyen assist the Village of Empress with water and sewer operations, at the same rate and mileage schedule, and a similar work schedule as the Empress Operator, while the Empress water operator is away during the month of January.</p> <p style="text-align: right;"><b>CARRIED</b></p>



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	C-237-12-20-2023	<p><b>MOVED</b> by Mayor Johnston that the Special Areas Board 2023 Recreation Mill Rate Grant in the amount of \$37,942.70 be allocated as follows:</p> <ul style="list-style-type: none"> <li>\$10,000 to the Empress Bindloss Agricultural Society</li> <li>\$ 1,000 to the Empress Library</li> <li>\$ 1,000 to the Empress Fire Department</li> </ul> <p>And that the remaining funds, in the amount of \$25,942.70 be retained in municipal revenue.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	C-238-12-20-2023	<p><b>MOVED</b> by Councillor Burgess that the Village of Empress is closed to the public from December 22 until December 26, 2023, inclusive, to allow village staff 5 consecutive days off for Christmas, as per policy 12-07 "Paid Holidays".</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>9.</b>	<b>CLOSED SESSION</b> C-239-12-20-2023	<p><b>MOVED</b> by Deputy Mayor Martin that, pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 7:55 p.m. to discuss the following item:</p> <ul style="list-style-type: none"> <li>a) Legal – Solicitor Client Privilege (FOIPP Act Section 27) – Gravel Pit</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p> <p>The following individuals were present for the closed meeting:</p> <ul style="list-style-type: none"> <li>Arlen Johnston</li> <li>Dawna Martin</li> <li>Kelly Burgess</li> <li>Angela Duncan</li> <li>Wendy Wildman</li> </ul>
	C-240-12-20-2023	<p><b>MOVED</b> by Mayor Johnston that Council come out of closed meeting session at 8:44 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>10.</b>	<b>NEXT MEETING</b>	The next meeting is scheduled for January 17, 2024 at 6:30 p.m.
<b>11.</b>	<b>ADJOURNMENT</b>	As there was no further business, Mayor Johnston adjourned the meeting at 8:45 p.m.



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*Arlen Johnston*

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Arlen Johnston, Mayor

*Angela Duncan*

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Angela Duncan, Chief Administrative Officer